

SECRET

82-1945/4

16

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FIVE YEAR PROJECTION OF ATTRITION AND HIRING

FROM:

James N. Glerum
Director of Personnel
5E58 Hqs.

EXTENSION

NO.

DATE

13 AUG 1982

25x1

TO: (Officer designation, room number, and building)

DATE

RECEIVED FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Executive Registry
7E12 Hqs.

2.

3. Executive Director

4.

5. Acting Director of
Central Intelligence

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

3/5 - "Spikes" can
be minimized by
other management
techniques. *SC*

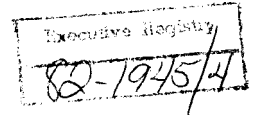
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Agency should
gear for 84
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82-7856



13 AUG 1982

MEMORANDUM FOR: Acting Director of Central Intelligence

THROUGH: Executive Director

FROM: James N. Glerum
Director of Personnel

SUBJECT: Updated Five Year Projection of Attrition
and Hiring

REFERENCE: Telephone Request from [redacted] 12 Aug 82

25X1

1. In response to your request, Plans Staff has prepared an updated projection based upon yet another set of strength projections supplied by the Office of the Comptroller. This set poses a problem for the Office of Personnel that was not in the other alternatives considered. The problem is a rather sharp spike in FY 1984, followed by a distinct easing off in the hiring requirement. Such spikes not only create a problem for personnel processing but also send pulses through the age structure in subsequent years as the result of an unusually large number of new employees entering during a short time frame. The hiring buildup at the time of the Korean War generated a spike with which Agency management has become quite familiar.

2. The detailed printouts for the projections are available from Human Resources Planning Staff.

James N. Glerum

James N. Glerum

Attachment

Distribution:

Orig - Addressee
1 - ExDir
1 - ER
2 - D/OP
1 - Subj.
1 - Chrono
OP/HRPS [redacted] (13Aug82)

25X1

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EXECUTIVE SECRETARIAT

Routing Slip

TO:		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA				
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt	✓			
13	D/EEO				
14	D/Pers	✓			
15	D/OEA				
16	C/PAD/OEA				
17	SA/IA				
18	AO/DCI				
19	C/IPD/OIS				
20					
21					
22					
SUSPENSE		Date			

Remarks:

Executive Secretary

8/13/82

Date

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13 August 1982

NOTE FOR: Director of Personnel
Comptroller

We discovered this week that [] who does our personnel
projections, does not appear to have up-to-date budget projections
of our personnel strength. He plans to solve this at the working
level. Would you both please make sure that this happens.

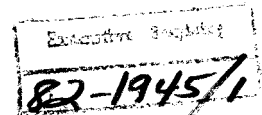
25X1

Thank,[]
EA/DDCI

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6 AUG 1982



MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM: James N. Glerum
Director of Personnel

SUBJECT: Five Year Projection of Attrition and Hiring

REFERENCE: Request from [] 04 Aug 82

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1. The attached Table provides the requested data. Your ExDir memorandum of 31 March 1982 provided two sets of planning numbers for Agency strength in the next five years, so both sets have been used in our response.

2. The response was generated by a computer program that makes allowance for the changing age composition of the Agency. The baseline was established by the actual age composition of the Agency on 30 June 1982.

3. The present level of EOD activity is approximately [] in the current fiscal year, which assumes we go for [] in excess of authorized ceiling. This compares to a projected level of [] in FY 1983 and [] in FY 1987 (B Projection).

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4. Because available strength projections do not include part-time, intermittent, and other categories of employees that do not count against strength, we have not included these categories in our projections of hiring and attrition. Nevertheless, they generate a substantial amount of recruiting activity.

5. We expect and show some rise in the Agency's attrition numbers because of the growing size of the Agency, the rather large number of employees eligible to retire, and a growing availability of outside job opportunity, which is to say that attrition is affected by general economic conditions.

6. The projections have been prepared by Human Resources Planning Staff, which has the detailed printouts.

James N. Glerum

Attachment



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